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Office Memorandum • UNITED STATES GOVERNMENT

TO : Deputy Director of Training (General) DATE: 19 September 1952

FROM : Chief, Plans and Policy Staff

SUBJECT: Weekly Activities Report -- Period 12 September - 18 September 1952

I. Outstanding Achievements of the Week

1. None.

II. Developmental Plans

1. Project 52-17, [REDACTED] 25X1A9a
recommended by the Chief, Language Services Division, as having sufficient language aptitude to participate in the program. Memo to [REDACTED] 25X1A9a
[REDACTED] 25X1C4a is being drafted requesting that the selectees be [REDACTED] Action is proceeding on the transfer of the selectees to slots on the Office of Training T/O.
2. Project 52-18, Training for New Personnel. Draft of proposed curriculum for the Basic Intelligence Course submitted to the DD/TR(G) for review and comment. Draft of CIA Regulation on Basic Intelligence Training is in process.
3. Project 52-19, Revision of CIA Regulation [REDACTED] Drafts of CIA Regulation [REDACTED] revised in line with comments of the D/TR 25X1A and DD/TR(G). Resubmitted to DD/TR(G) for approval. 25X1A
4. Project 52-22, Chinese Language Project. Materials on teaching beginning Chinese have been forwarded to J. J. Bagnell, FDD, for evaluation and comment.
5. Project 52-30, Seminar on International Labor Relations. We will contact [REDACTED] next week to discuss progress on an outline for the proposed program. 25X1A9a
6. Project 52-36, Language Reference Materials. FDD's memorandum re the AD/IC's request and covering memo from Chief, S/PP submitted to [REDACTED] for review and comment. Answer to AD/IC will be prepared after coordination with [REDACTED]. (Carbon copy of memo from Chief, S/PP sent to DD/TR(G). 25X1A9a
7. Project 52-37, Collection and Source Exploitation Manual. Major current effort is examination of over seventy items selected from an OCD tape runoff; this is nearly finished. Through cooperation of Chief, Orientation and Briefing Division useful material is being obtained from the Air University and access is being gained to some fundamental documents relating to collection. Through the Office of the Director, FSI, arrangements are being made for consultation and, if possible, the acquisition of State Department material on this subject.

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8. Project 52-42, Commo Training Requirement. Draft of recommendation is being prepared.
9. Project 52-43, Agency Training Requirements. Project in process.
10. Project 52-44, Mission and Functions of TLO's. Revised version of CIA Regulation on TLO's submitted to DD/TR(G) for approval.
11. Project 52-50, Justification of O/TR Budget. Statement of courses and programs conducted and administered by TR(G), organized under functional categories, prepared and submitted to DD/TR(G) for use in the budget defense.
12. Project 52-51, Fiscal Report of the Registrar. Project in suspense pending D/TR clarification of policy re this subject.
13. Project 52-52, Mission and Functions of Chief, S/PP. Statement of mission and functions of Chief, S/PP submitted to DD/TR(G) for review and comment.

III. Contributions to Other Departments and Agencies

- 25X1A9a
1. Project 52-53, Swedish-English Dictionary. Subject dictionary in preparation by Department of State. Question is one of possible Agency support. Referred to [REDACTED] for recommendation. (Carbon 25X1A9a copy of memo from Chief, S/PP sent to DD/TR(G). After coordination with [REDACTED] S/PP will submit combined recommendation to the D/TR and DD/TR(G).

IV. Contributions by Other Intelligence Agencies or Individuals

1. Project 52-37, Collection and Source Exploitation Manual. See II-7, above.

V. Requests for Special Training

1. None.

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